

Date \_\_\_\_\_

# NEW CLIENT INFORMATION SHEET

Management Company \_\_\_\_\_  
Address \_\_\_\_\_  
Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Regional Manager \_\_\_\_\_  
Office Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_  
E-Mail Address \_\_\_\_\_

Property ID # \_\_\_\_\_ Pursue Absolutes: Y / N Request Future Rent: Y / N  
Property \_\_\_\_\_ Number of Units \_\_\_\_\_  
Address \_\_\_\_\_  
County \_\_\_\_\_

Phone # (\_\_\_\_) \_\_\_\_\_ Fax# (\_\_\_\_) \_\_\_\_\_

Secondary Phone # (\_\_\_\_) \_\_\_\_\_ (back office / private line)

Property Manager \_\_\_\_\_ Cell Phone # \_\_\_\_\_  
Access to System Y / N  
E-mail \_\_\_\_\_

Asst. Manager \_\_\_\_\_ Cell Phone # \_\_\_\_\_  
Access to System Y / N  
E-mail \_\_\_\_\_

Other \_\_\_\_\_ Cell Phone # \_\_\_\_\_  
Access to System Y / N  
E-mail \_\_\_\_\_

Primary Contact for Filings \_\_\_\_\_

## PROPERTIES AFFECTED BY LEAD PAINT

- \_\_\_ The property is affected under 6-801 Environment Article
- \_\_\_ The property is not affected under 6-801 Environment Article
- \_\_\_ The property is MDE registered
- \_\_\_ The property is not MDE registered

Certificate Number \_\_\_\_\_